

# Alternative Accreditation Site Approval

**Original Accreditation Site:**\_\_\_\_\_

**Alternative Site**\_\_\_\_\_

1. Will the program director for all sites be the same? (Attach CV if different)
2. Will the program director's responsibilities be the same for all sites?
3. How will the program director provide appropriate oversight of more than one site?
4. Will the Medical director be the same for all sites? (Attach CV if different)
5. Will the Medical director's role change for the additional sites?
6. Will the faculty change for the new site(s)? If so, include CV's.
7. Are the classroom and lab space adequate to accommodate an educational program?
8. Is there sufficient equipment to accommodate a program at this site?
9. If alternative clinical sites (hospital or field) will be utilized, signed contracts must be on file at EMS. (Please attach to this form if needed)
10. Will preceptors in these new sites (#9) receive training the same as that of the original site?
11. What evidence is there that frequent review of the effectiveness of student evaluation will occur?
12. Is there evidence that the goals and objectives of the program are understood and known by representatives of the medical community where training at this new site is being conducted? Explain.

**Name of Person Completing Form**\_\_\_\_\_

**Date**\_\_\_\_\_

**MEMORANDUM**

**TO:** VIRGINIA ACCREDITED TRAINING PROGRAMS  
**FROM:** EDUCATION, TRAINING AND CERTIFICATION,  
VIRGINIA OFFICE OF EMERGENCY MEDICAL SERVICES  
**DATE:** JULY 13, 2000  
**SUBJECT:** TRAINING IN ALTERNATIVE SITES

On occasion, accredited training programs in Virginia contact the Office of EMS regarding offering additional training in alternative training sites which differ from the site receiving initial accreditation. As a result, OEMS training staff has contacted the "Commission on Accreditation of Allied Health Programs" for clarification. The OEMS has determined that additional programs can be offered under the original accreditation, dependant upon the program sponsoring the training demonstrating that all program components and evaluation tools are essentially the same as the original.

In an effort to accommodate programs not having to repeat the entire accreditation process a second time the Office of EMS is putting in place a policy for those alternative sites. A site different from the original accreditation can be approved upon receipt of written verification. Attached are a series of questions which must be addressed for each alternative site to assure OEMS that the two programs are essentially the same.

As a reminder, it is important for all accredited programs to remember that should changes occur within the program, it is necessary to notify OEMS in writing of those changes. Feel free to contact Bill Meadows or Warren Short should there be any questions regarding this new policy.